



## FOREIGN AFFAIRS MANUAL

### VOLUME 9 – VISAS

Change Transmittal: VISA-2088

Date: April 28, 2014

## 9 FAM 41.103 NOTES

### 1. Summary of Changes

This Change Transmittal updates this subchapter to remove forms no longer in use. Please note that material has shifted locations as follows:

Old Location	Old Title	New Location	New Title
9 FAM 41.103 N3	Form DS-157, Supplemental Nonimmigrant Visa Application	Deleted	
9 FAM 41.103 N4	Retention of paper form ds- 156, nonimmigrant visa application forms	9 FAM 41.103 N3	Retention of Paper Visa Application Forms
9 FAM 41.103 N5	Definition of "Making a Visa Application"	9 FAM 41.103 N4	Definition of "Making a Visa Application"
9 FAM 41.103 N6	WHAT CONSTITUTES A VISA APPLICATION	9 FAM 41.103 N5	WHAT CONSTITUTES A VISA APPLICATION
9 FAM 41.103 N7	Applicant to Provide All Names by Which	9 FAM 41.103 N6	Applicant to Provide All Names by Which

	Known		Known
9 FAM 41.103 N7.1	Applicant's Names to be Entered on Nonimmigrant Visa Application	9 FAM 41.103 N6.1	Applicant's Names to be Entered on Nonimmigrant Visa Application
9 FAM 41.103 N7.2	All Names to be Included in Advisory Opinion Requests	9 FAM 41.103 N6.2	All Names to be Included in Advisory Opinion Requests
9 FAM 41.103 N8	Application by Alien Unable to Write	9 FAM 41.103 N7	Application by Alien Unable to Write
9 FAM 41.103 N9	WHEN FORMS ARE COMPLETED BY OTHER THAN APPLICANT	9 FAM 41.103 N8	WHEN FORMS ARE COMPLETED BY OTHER THAN APPLICANT
9 FAM 41.103 N10	Consular Officer Must mark Application	9 FAM 41.103 N9	Consular Officer Must mark Application
9 FAM 41.103 N11	limiting applications from previously refused applicants	9 FAM 41.103 N10	limiting applications from previously refused applicants
9 FAM 41.103 N11.1	Use and Filing of Nonimmigrant Visa Application Forms	9 FAM 41.103 N10.1	Use and Filing of Nonimmigrant Visa Application Forms
9 FAM 41.103 N11.2	When Form DS- 160 or Form DS- 156, Nonimmigrant Visa Application, Constitutes Application	9 FAM 41.103 N10.2	When Form DS- 160 or Form DS- 156, Nonimmigrant Visa Application, Constitutes Application
9 FAM 41.103	Applicant Who	9 FAM 41.103	Applicant Who

N11.3	Fails to Appear for Interview	N10.3	Fails to Appear for Interview
9 FAM 41.103 N11.4	Open Cases and Fee Payment	9 FAM 41.103 N10.4	Open Cases and Fee Payment
9 FAM 41.103 N11.5	Supplemental Data to Determine Eligibility	9 FAM 41.103 N10.5	Supplemental Data to Determine Eligibility
9 FAM 41.103 N11.6	Affixing Photograph to Nonimmigrant Visa Applications	9 FAM 41.103 N10.6	Affixing Photograph to Nonimmigrant Visa Applications
9 FAM 41.103 N12	Translating Visa Forms	9 FAM 41.103 N11	Translating Visa Forms
9 FAM 41.103 N12.1	Authorizing Translation of Nonimmigrant Visa (NIV) Forms	Deleted	
9 FAM 41.103 N12.2	Availability of Translations of Nonimmigrant Visa (NIV) Forms	9 FAM 41.103 N11.1	Availability of Translations of DS-160
New		9 FAM 41.103 N11.2	Other Translations
9 FAM 41.103 N13	Deletion of Nonimmigrant Visas (NIV) Cases	9 FAM 41.103 N12	Deletion of Nonimmigrant Visas (NIV) Cases
9 FAM 41.103 N13.1	Efforts Made to Close Nonimmigrant Visas (NIV) Cases	9 FAM 41.103 N12.1	Efforts Made to Close Nonimmigrant Visas (NIV) Cases
9 FAM 41.103 N13.2	Deletion Does Not Purge Consular	9 FAM 41.103 N12.2	Deletion Does Not Purge Consular

	Consolidated Database (CCD) Records		Consolidated Database (CCD) Records
9 FAM 41.103 N13.3	Procedures when Provisional Cases Created with Appointment Systems	9 FAM 41.103 N12.3	Procedures when Provisional Cases Created with Appointment Systems
9 FAM 41.103 N13.4	Deletion of Duplicate Cases	9 FAM 41.103 N12.4	Deletion of Duplicate Cases
9 FAM 41.103 N13.5	Applicants Refused if Visa Abandoned	9 FAM 41.103 N12.5	Applicants Refused if Visa Abandoned
9 FAM 41.103 N13.6	Applicants Refused if Application Withdrawn	9 FAM 41.103 N12.6	Applicants Refused if Application Withdrawn
9 FAM 41.103 N14	Regulations Prohibiting Private Advertising on U.S. Government Forms	9 FAM 41.103 N13	Regulations Prohibiting Private Advertising on U.S. Government Forms
9 FAM 41.103 N15	Intake Procedures for Submitting Applications to Consular Section	9 FAM 41.103 N14	Intake Procedures for Submitting Applications to Consular Section
9 FAM 41.103 N16	limiting applications from previously refused applicants	9 FAM 41.103 N15	limiting applications from previously refused applicants
9 FAM 41.103 N17	Processing Applications from Previously	9 FAM 41.103 N16	Processing Applications from Previously

	Refused Applicants		Refused Applicants
9 FAM 41.103 N18	BIOMETRIC SIGNATURE AND AFFIRMATION OF DS-160 NIV APPLICATION	9 FAM 41.103 N17	BIOMETRIC SIGNATURE AND AFFIRMATION OF DS-160 NIV APPLICATION

2. If this issuance changed less than half the words, we formatted the changed text in *dark magenta italic*. If this issuance changed more than half the words, we did not use *dark magenta italic*. The CT line in each section shows when that section last changed.
3. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1111.1).
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### Filing Instructions (Paper Copies)

1. Remove and discard the old 9 FAM 41.103 Notes (CT:VISA-1887; 09-17-2012) and insert the new (CT:VISA-2088; 04-28-2014).
2. After inserting the material in the binder, insert this change transmittal letter immediately following the CT Checklist, then fill in the entry line for the appropriate CT and initial.

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